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February 1, 2024

**WHITEHOUSE COUNCIL AGENDA**

**February 6, 2024**

**6:30 P.M.**

The Whitehouse Village Council is encouraging citizens to consider accessing public meetings remotely. You may do so by phone at 1-567-318-0438. You will then be prompted to press the following Meeting ID 382473269#. You may also access the meeting online by going to the Village website at [www.whitehouseoh.gov](http://www.whitehouseoh.gov) and clicking on the link from the home page, please make sure you mute your microphone.

Notice is hereby given that the Whitehouse Village Council will meet on Tuesday, February 6, 2024, at 6:30 PM. The meeting will be held in Council Chambers, Village Hall, 6925 Providence St., Whitehouse, Ohio

Welcome and thank you for attending the Whitehouse Village Council meeting. The purpose of the Village Council meeting is to conduct the official business of the Village of Whitehouse and to hear citizen's comments pertaining to items that appear on the agenda and comments for future consideration. We welcome and encourage your participation. If you wish to make a comment, please wait to be recognized then state your name and address for the record. Please make your comments as concise as possible to allow time for others who wish to make comments. The Mayor presides over the Council meeting and has the authority to take the actions necessary to maintain order and proper decorum among those present. Thank you for your cooperation.

- I. Call to Order
- II. Roll Call
- III. Prayer:
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the January 16, 2024 Council Meeting
- VI. Adoption of Bills Dated February 1, 2024, the Addendum bills dated February 6, 2024 and the December 31, 2023 Financial Statements
- VII. Introduction of Persons to Appear Before Council
- VIII. Committee Reports
  - A. Report on the Fallen Timbers Union Cemetery District Meeting
  - B. Report on the January 25, 2024 Tree Commission Meeting
  - C. Report on the February 1, 2024 Spencer Township JEDZ Meeting
- IX. Report of the Mayor
- X. Report of the Clerk of Council

**6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571**

**Phone 419-877-5383 . Fax 419-877-5635**

**[whitehouseoh.gov](http://whitehouseoh.gov)**

- XI. Report of the Village Administrator
  - A. Update on Tax Review Board Decision
  - B. Review of February Operations Report
- XII. Report of the Village Solicitor
- XIII. Report from Department Heads
- XIV. Citizen Comments on Agenda Items
- XV. Ordinances
  - A. **Ordinance 5-2023:** Amending Whitehouse Municipal Code Section 955.03(b)(4), Residential Waste Collection Regulations (2<sup>nd</sup> Reading)
- XVI. Resolutions
- XVII. Council Comments
- XVIII. Citizen Comments
- XIX. Adjournment

**CALL TO ORDER – ROLL CALL – PRAYER – PLEDGE OF ALLEGIANCE**

Meeting called to order at 6:30 PM by Mayor Rich Bingham.

Council Members Present: Louann Artiaga, Dave Riggensch, Carrie Tuohy, Steve Connelly and Larry Yunker

Council Members Absent: N/A

Staff Present: Village Administrator Jordan Daugherty, Deputy Administrator Joshua Hartbarger, Solicitor Kevin Heban, Director of Public Services Steve Pilcher, Council Clerk Nicole Hartbarger

Guests Present: Stephen Bond, David & Sharon Prueter, Rob Casaletta, James Cairl, Tim Tuohy, Mandy Tilton, Joe Bublick, Wendy Gehring, Bob Keogh, Karen Gerhardinger, Phil Whaley

Council Prayer was given by Pastor Stephen Bond of Community of Christ Church

**COUNCIL CONSIDERATION OF VACANT SEAT**

It was explained that during the previous weeks Committee of the Whole meeting, three well qualified individuals were interviewed for the vacant Council seat. The committee members went into an executive session after the interview process to deliberate and decide upon who will be chosen to fill the opening. It was confirmed by Solicitor Heban that a nomination needs to be made for the individual chosen, there is not a need for a second – after the nomination a voice call vote should occur.

Councilman Connelly nominated Steve Fine for the vacant council seat. Vote by voice call, 5 ayes.

Mayor Bingham approached the front along with Steve Fine for the purpose of swearing in Fine as the newest council member.

Councilman Fine sworn in and now a voting member of council.

Motion by Councilman Riggensch, seconded by Councilwoman Tuohy to approve the minutes of the January 2<sup>nd</sup>, 2024 council meeting. 6 ayes

Motion by Councilwoman Artiaga, seconded by Councilman Connelly to approve the bills totaling \$13,347.52 dated January 11<sup>th</sup>, 2024 and the Addendum bills totaling \$356,862.08 dated January 16<sup>th</sup>, 2024. 6 ayes

### **PERSONS TO APPEAR BEFORE COUNCIL**

Mayor Bingham asked if there were any persons to appear before council. There were two scheduled topics.

#### **Request for Great Black Swamp Festival of Races on March 16, 2024**

There were no persons in attendance to discuss or share details, but it was confirmed by several council members and staff that this is an event that happens every year for the last several years. Has been a well received and attended event in the past.

Motion by Councilwoman Tuohy, seconded by Councilman Yunker to approve the Great Black Swamp Festival of Races to be held in Whitehouse on March 16<sup>th</sup>, 2024. 6 ayes

#### **Request for Whitehouse Primary School 5k on April 13, 2024**

Mandy Tilton, representing the Whitehouse Parents Club 5k Race Committee was present to answer any questions that Council might have. She gave a brief description of the event and informed all that this is the 16<sup>th</sup> Annual. During this time, Councilwoman Artiaga asked for confirmation on history of Council waiving the fee of hosting this type of event in town. It was confirmed that yes, in the past, these fees have been waived as it is a school sponsored event. Councilwoman Artiaga suggests that council continue to waive this fee in order to support the school and our great relationship with them. Councilman Riggensbach thanked Tilton for planning a great event every year.

Motion by Councilwoman Artiaga, seconded by Councilman Connelly to approve the Whitehouse Primary School 5k Race to be held in Whitehouse with the associated fees being waived. 6 ayes

### **COMMITTEE REPORTS**

Mayor Bingham asked if there were any committee reports to share.

#### **Report on the Spencer Township JEDZ Meeting**

- i. Councilwoman Tuohy reported that the committee met on January 4<sup>th</sup>, 2024 at 6pm.
- ii. Appointed chairs were in attendance along with the secretary.
- iii. The committee discussed several things including the question of the grant that is offered, if this is allowed to be applied for more than once.

#### **Report on the January 9, 2024 Committee of the Whole Meeting**

- i. President of Council Artiaga reported that the meeting was called to order at 6:31pm and there was only one item on the agenda, interviewing applicants for the vacant council seat.
- ii. Questions were asked of each applicant and each was given time to provide council with their answers. President Artiaga suggests that anyone interested in reviewing the questions and answers should access the online recorded meeting and minutes from this date.

- iii. The committee went into an executive session to deliberate and discuss the candidates.
- iv. Steve Fine was chosen and sworn in during tonight's Council meeting.

### **REPORT OF THE MAYOR**

Mayor Bingham shared that the first topic he has was the appointment of several individuals to open Board and Committee spots.

Mayor Bingham nominated Joe Bublick to fill the first open Board of Zoning Appeals position. He asked for any questions or discussion on this nomination; there were none.

Councilman Riggensbach made a motion to approve the appointment of Joe Bublick to the Board of Zoning Appeals, Councilwoman Artiaga second. 6 ayes

Mayor Bingham nominated Bob Kimball to fill the second open Board of Zoning Appeals position. He asked for any questions or discussion on this nomination; there were none.

Councilwoman Artiaga made a motion to approve the appointment of Bob Kimball to the Board of Zoning Appeals, Councilman Fine second. 6 ayes

Mayor Bingham continued with the topic of Community Outreach.

He first suggested that he would like to bring back the annual easter egg hunt in Village Park this year, if possible. He is suggesting Council and staff work with the Chamber and churches if needed. He asked other council members if they agree. All in agreement that it is a good idea and was a successful event in the past. Mayor Bingham commented that he will talk to Wendy at the Chamber to gauge their interest in helping.

Next, Mayor Bingham discussed hosting a Coffee with the Mayor/Council event toward the end of April. He said that he would be looking for three available council members. Several council members showed interest and said they would be willing to participate. Looking to host this at Copper Press Coffee shop.

The next community outreach idea Mayor Bingham discussed was hosting a booth at Cherry Fest in June. He said this has been discussed with Wendy from the Chamber and he would be looking to make sure someone is there to man the booth during all open times. He commented that the goal is to be there to talk to people, answer questions about any upcoming ballot issues, etc. Mayor Bingham also suggested that he would like council/mayor to have a float in the Cherry Fest parade; they can advertise where residents can come find council to answer questions, etc. All council members in agreement, no questions were asked. Mayor Bingham said they will work on schedule of who can cover for the open times, Friday and Saturday.

Mayor Bingham finished up with a few comments regarding the closure of the Ardagh plant. He said there has been nothing from the union at Ardagh just yet on how many employees they will be taking to other plants. Mayor Bingham stated there will be a job fair hosted for employees and others locally.

#### **REPORT OF THE CLERK OF COUNCIL**

Mayor Bingham asked for any items to report from Clerk Nicole Hartbarger. There were none.

#### **REPORT OF THE VILLAGE ADMINISTRATOR**

Mayor Bingham asked for any items to report from Administrator Jordan Daugherty.

Administrator Daugherty shared with council that the next Committee of the Whole meeting will be pretty heavy with several topics right away this year. He wants to share with Council what some of those topics are.

Daugherty stated that the long-awaited ALS contract will need to be reviewed and passed forward by Council. He shared that some municipalities are already passing this proposed contract and the Whitehouse/Waterville/Waterville Township Co-op, W3, have already reviewed and recommend passing. Daugherty states that this is a big impact item, but a lot of good work has been done for the same, if not better, ALS service.

Next, Daugherty shared that they will resume revenue discussions. He said this will not be anything new but presenting the same information to be reviewed by the newly appointed body. He commented that if Council has any ideas or need research done to give him a heads up.

Administrator Daugherty shared that Whitehouse may have more than one ballot issue this fall, could be up to four. He said that during Committee of the Whole meetings these will be talked about including: revenue, aggregation, charter amendments, etc. Daugherty commented that electric utility aggregation is good for the residents but fairly technical to discuss; it will be a savings to the households. He went on to state that the Charter Review Commission has an upcoming meeting and there will be topics to discuss from these meetings.

Councilwoman Tuohy asked for clarification on the electrical topic – if this is the co-op option. Councilman Fine confirmed that yes, 98% of Lucas County already participates. Mayor Bingham confirmed that Council is trying to support this for the whole village.

Councilman Riggerbach asked Daugherty if there is any value in updating the projections previously discussed that will be discussed now going forward. Daugherty confirmed that yes, he will update in same format, but there will be no new options.

Councilman Yunker asked about primary amendment, is this a separate issue than passing charter. Solicitor Heban shared that we will talk to Committee about this - do we adopt whole new charter or just add specific issues to ballot and update those. Heban shared that Toledo City tends to put a whole new charter on to vote on, there are positives and negatives to this approach. Mayor Bingham asked if this would be confusing to update the whole charter to vote on. Solicitor Heban said it is one of the options, committee/council can make the decision on how to proceed.

#### **REPORT OF THE VILLAGE SOLICITOR**

Mayor Bingham asked Solicitor Kevin Heban for any items to be reported. There were none.

Mayor Bingham asked Heban about the ordinances on the agenda and the fact that several of the new council members may not be as familiar with the topics as previous. Heban said they can do a review of those topics right now.

Councilman Fine asked, regarding chickens, what is definition of 'rear yard'. Solicitor Heban confirmed it is from the front set back and then back – corner lot is two set backs then back. Councilman Fine commented that there is a 20 ft set back where other places have different i.e. zoning code is 25 ft – how would residents know if they require a larger set back. Heban stated that staff will have to look at codes after a resident applies for chicken coop. Mayor Bingham stated nobody talked to the zoning inspector who has to enforce, and the zoning inspector said it is basically impossible to enforce. He stated that with the small number of residents who want this, the zoning inspector does not support. Solicitor Heban commented that subdivisions can prohibit keeping of chickens within their own HOA rules. Councilman Yunker commented that he sees nothing in the ordinance that provides for any penalties for policing this and that is a concern.

Councilwoman Artiaga asked Heban what are the options with this ordinance - can we vote no to take it off the agenda going forward. Heban confirmed that it can be defeated. Councilwoman Artiaga suggested to council to make a vote today and not continue to table. Councilman Yunker asked Heban if it were voted down today and brought up in future with different language is that allowed. Solicitor Heban confirms that yes we can absolutely revisit the topic in the future.

Mayor Bingham began the discussion of the trash cans placement ordinance by stating that an updated ordinance passed last year in regard to their placement. He stated that he feels the issue with changing is people will be in violation no matter what they do, as their house is visible from all sides. Councilman Riggensbach asked to confirm if this updated ordinance is less restrictive to residents. Solicitor Heban confirms that yes, now you can have trash cans on side of the house even if visible. Several council members commented that if the current ordinance is not being enforced – where trash cans cannot be visible – it makes sense to change the ordinance to be less restrictive.

Councilman Yunker commented that he agrees that we should make less restrictive. He also commented that a lot of legislation has been done by emergency, including changing rules

that affect residents, rules that we live by. He is suggesting in cases like this, unless it is a pressing matter, we should do three standard readings. Councilman Yunker continued that if the issue is not an emergency, the standard readings gives the public a chance to hear what is going on and have a chance to have right of referendum.

Mayor Bingham confirms that the ordinance will be less restrictive with this change – wording updated to allow placement on side of house. All of council agrees.

### **CITIZEN COMMENTS ON AGENDA ITEMS**

Mayor Bingham asked for Citizen Comments pertaining to Agenda items.

Rob Casaletta, 6701 Blue Creek East – Asked to briefly speak about Ordinance 6-2023, regarding chickens. He asked if Whitehouse crafted that ordinance or did we copy from Perrysburg. He commented that this has been going on for a while, and he agrees with some Council members stating that its time to get rid of this – we can always go back. He stated that from years ago, the possession of pot belly pigs was an issue and this feels very similar. Casaletta finished his comments stating that he hopes this ordinance will be turned down – he does not feel it is a good thing for Whitehouse.

### **ORDINANCES**

Acting Mayor Keogh asked Solicitor Kevin Heban for any ordinances to be reviewed or voted on. Previously discussed Ordinances are on the agenda to be voted on.

Motion by Councilwoman Tuohy, seconded by Councilman Riggensbach to approve **Ordinance 5-2023: Amending Whitehouse Municipal Code Section 955.03(b)(4), Residential Waste Collection Regulations, First Reading. 6 Ayes**

Motion by Councilman Riggensbach, seconded by Councilman Connelly to approve **Ordinance 6-2023: Enacting Whitehouse Municipal Code Section 1257.30, Keeping of Chickens, First Reading. 0 Ayes, 6 Opposed**

### **RESOLUTIONS**

Mayor Bingham asked Heban for any resolutions to be reviewed or voted on. There were none.

### **OTHER ITEMS DISCUSSED**

#### **Department Heads**

Public Services Director Steve Pilcher shared his thanks for Mayor Bingham for his kind words during the promotional ceremony that was held just before this council meeting.

#### **Council Comments**

Councilman Yunker began by thanking all of the parties that came forward with interest in being appointed to the vacant council seat. He shared that all had good characteristics, but



unfortunately Council could only pick one. He also encourages all to stay involved, and to please make their talents available to Council.

Councilman Connelly seconds Yunker's comments; he said selecting the new Council member was not an easy decision – it is good to see people wanting to participate. He went on to thank Mayor Bingham for the community engagement ideas – thinks this is great, and Council and the Village need this. Connelly stated he is excited for good things to come. He finished up his comments by stating that someone asked him about extending a sidewalk in a certain location and he will talk with Administration.

Councilman Fine shared that he is humbled to have the opportunity to serve the Village and is looking forward to it – thank you to all.

Councilwoman Tuohy commented to Joe Bublick that he will be an asset to the BZA and she is excited for that. Councilwoman Tuohy thanked Deputy Administrator Hartbarger for the planning and execution of the promotion ceremony; very well done. She also thanked Councilman Fine for joining Council and stated that she is excited to work with him. Lastly, she thanked Bob Keogh for his time and efforts over the years and hope to see him involved going forward.

Councilman Riggensbach congratulated Councilman Fine and welcomed him to the team. He also shared his thanks to Joe Bublick and Bob Keogh for their interest in the Council position. He wished good luck to Joe on BZA and thanks to Bob thank you for all he's done and what he will continue to do. He finished up with congrats to all for pulling off a great promotion ceremony; he stated this was a huge deal, three years in the making.

Councilwoman Artiaga echoed all sentiments already shared on where we've been and new additions. She said she is extremely excited, lots of important issues, excited for possibilities.

### **CITIZEN COMMENTS**

Acting Mayor Keogh asked if there were any Citizen comments to be heard.

Rob Casaletta, 6701 Blue Creek East – Casaletta shared that he is on the executive committee of United Way Greater Toledo. He shared they sponsor a service called 'Call 211', where folks at Ardagh, or any others, can get any kind of help or assistance they may need: jobs, unemployment, health care. He shared that he talked to VP of United Way regarding 211, and they had a meeting regarding possibilities of calls from these folks so they are prepared. Casaletta said his next item is the Charter Revision Commission; he has put an agenda together for Solicitor Heban and Deputy Administrator Hartbarger to look at. He is asking Hartbarger to please verify terms and info included on agenda. Casaletta stated there will be election of officers for 2024. He shared that in 2023, there was only one meeting - on March 10<sup>th</sup> - plan is to review meeting minutes from that meeting. He stated that items to discuss include changes identified by Village solicitor, review of any proposals by

Regular

January 16,

24

Mayor/Council/Admin along with reviewing charter revision proposals submitted. Casaletta commented that the charter should not be politicized - it had a tendency to be so in the past.

**ADJOURNMENT**

Motion by Councilman Yunker, seconded by Councilwoman Tuohy to adjourn the meeting at 7:34pm. 6 ayes

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Duly Appointed Clerk of Council

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Mayor

# COUNCIL BILLS

## 2/1/2024

| VENDOR                            | DEPARTMENT     | AMOUNT      | TOTAL       | DESCRIPTION                         |
|-----------------------------------|----------------|-------------|-------------|-------------------------------------|
| A. W. Board of Education          | Police         | \$2,390.09  |             | Fuel                                |
| A. W. Board of Education          | Fire           | \$937.07    |             | Fuel                                |
| A. W. Board of Education          | Sanitation     | \$107.02    |             | Fuel                                |
| A. W. Board of Education          | Maintenance    | \$391.99    |             | Fuel                                |
| A. W. Board of Education          | Streets        | \$1,042.23  |             | Fuel                                |
| A. W. Board of Education          | Life Squad     | \$553.58    |             | Fuel                                |
| A. W. Board of Education          | Water          | \$317.28    |             | Fuel                                |
| A. W. Board of Education          | Sewer          | \$385.59    | \$6,124.85  | Fuel                                |
| A. W. Board of Education          | Streets        | \$251.86    | \$251.86    | Parts                               |
| Advanced Tank Technologies        | Police         | \$383.46    |             | Supplies                            |
| Amazon                            | Fire           | \$729.96    |             | Supplies                            |
| Amazon                            | Life Squad     | \$279.98    |             | Supplies                            |
| Amazon                            | Administration | \$258.93    |             | Supplies                            |
| Amazon                            | Sewer          | \$128.83    |             | Supplies                            |
| Amazon                            | Parks          | \$446.44    | \$2,227.60  | Supplies                            |
| American Fireworks                | Community      | \$2,825.00  | \$2,825.00  | Deposit for Fireworks               |
| AT&T                              | Fire           | \$70.43     |             | Phone Service                       |
| AT&T                              | Water          | \$62.84     | \$133.27    | Phone Service                       |
| AT&T First Net                    | Fire           | \$323.74    |             | Cell Phones                         |
| AT&T First Net                    | Administration | \$92.19     |             | Cell Phones                         |
| AT&T First Net                    | Water          | \$23.65     |             | Cell Phones                         |
| AT&T First Net                    | Sewer          | \$23.65     | \$463.23    | Cell Phones                         |
| Badger Meter                      | Water          | \$96.36     | \$96.36     | Monthly Hosting Services            |
| Bubba's Diesel & Auto LLC         | Fire           | \$1,811.53  | \$1,811.53  | Vehicle Repair                      |
| City of Maumee                    | Police         | \$13,901.00 | \$13,901.00 | Share of Court Operating Costs-2022 |
| Darkinson Doors                   | Maintenance    | \$350.50    | \$350.50    | Door Repair                         |
| Dave Giest Body Shop              | Police         | \$2,100.05  | \$2,100.05  | Vehicle Repair                      |
| Emergency Services Marketing Corp | Fire           | \$810.00    | \$810.00    | Annual Subscription                 |
| Fastenal                          | Streets        | \$281.56    | \$281.56    | Parts                               |
| Galls                             | Police         | \$251.70    | \$251.70    | Uniform                             |
| Heban, Murphree & Lewandowski     | Police         | \$1,919.50  |             | Prosecutor & Law Director Charges   |
| Heban, Murphree & Lewandowski     | Administration | \$1,830.00  |             | Law Director Charges                |

| VENDOR                              | DEPARTMENT      | AMOUNT      | TOTAL       | DESCRIPTION                             |
|-------------------------------------|-----------------|-------------|-------------|-----------------------------------------|
| Heban, Murphree & Lewandowski       | Sewer           | \$840.00    | \$4,589.50  | Law Director Charges                    |
| Jacob Barnes                        | Community       | \$255.42    |             | 2023 Mileage                            |
| Jacob Barnes                        | Zoning          | \$1,650.00  | \$1,905.42  | Zoning Inspection                       |
| Johnson Controls Security Solutions | Maintenance     | \$764.58    | \$764.58    | Quarterly Alarm Fee                     |
| Lucas County Engineer               | Streets         | \$1,922.56  |             | 2023 Stormwater Compliance & MS4 Permit |
| Lucas County Engineer               | Streets         | \$1,070.42  | \$2,992.98  | 2023 Traffic Signal Maintenance         |
| Lyden Oil Company                   | Water           | \$115.15    | \$115.15    | Oil                                     |
| Marlin Capital Solutions            | Fire            | \$705.39    | \$705.39    | Toughbooks Payment                      |
| MA SI                               | Water           | \$109.00    | \$109.00    | Water Sample Analysis                   |
| Menards                             | Streets         | \$194.75    |             | Supplies                                |
| Menards                             | Maintenance     | \$460.98    |             | Supplies                                |
| Menards                             | Capital Project | \$371.74    |             | Supplies-Decant                         |
| Menards                             | Parks           | \$3.37      | \$1,030.84  | Supplies                                |
| Mercy St. Vincent                   | Fire            | \$437.59    | \$437.59    | Medications                             |
| ODP Business Solutions              | Maintenance     | \$166.43    |             | Supplies                                |
| ODP Business Solutions              | Police          | \$52.66     |             | Supplies                                |
| ODP Business Solutions              | Administration  | \$4.56      | \$223.65    | Supplies                                |
| Ohio Gas Company                    | Maintenance     | \$1,132.11  |             | Natural Gas Charges                     |
| Ohio Gas Company                    | Fire            | \$311.67    |             | Natural Gas Charges                     |
| Ohio Gas Company                    | Life Squad      | \$311.66    |             | Natural Gas Charges                     |
| Ohio Gas Company                    | Parks           | \$109.18    |             | Natural Gas Charges                     |
| Ohio Gas Company                    | Police          | \$297.10    | \$2,161.72  | Natural Gas Charges                     |
| Penn Care                           | Fire            | \$625.20    | \$625.20    | AED Supplies                            |
| Perrysburg Pipe & Supply            | Water           | \$2,421.30  | \$2,421.30  | Tools & Parts                           |
| Pygalgia Ltd                        | Administration  | \$5,000.00  | \$5,000.00  | Beautification Grant                    |
| Ram Exterminators LLC               | Maintenance     | \$42.00     |             | Bug Spraying                            |
| Ram Exterminators LLC               | Life Squad      | \$38.00     | \$80.00     | Bug Spraying                            |
| RAR Investment Group                | Administration  | \$5,000.00  | \$5,000.00  | Beautification Grant                    |
| Rehrig Pacific Company              | Sanitation      | \$30,787.00 | \$30,787.00 | Refuse/Recycle Bins                     |
| Sylvan Studio                       | Police          | \$105.00    | \$105.00    | Door Plaques                            |
| Toledo Auto Care (B&L Auto)         | Fire            | \$2,765.14  | \$2,765.14  | Vehicle Repair                          |
| Traffic Stop Uniform Supply         | Police          | \$334.17    | \$334.17    | Uniforms                                |
| Treasurer, State of Ohio            | Capital Project | \$8,966.50  | \$8,966.50  | Plan Review-Elevated Storage Tank       |
| Triad Technologies                  | Streets         | \$197.03    | \$197.03    | Parts                                   |
| Triotech                            | Police          | \$782.75    | \$782.75    | IT Services & Equipment                 |

| VENDOR                         | DEPARTMENT  | AMOUNT       | TOTAL        | DESCRIPTION            |
|--------------------------------|-------------|--------------|--------------|------------------------|
| Triotech Corporation           | Police      | \$243.00     |              | Monthly Phone Service  |
| Triotech Corporation           | Fire        | \$143.54     |              | Monthly Phone Service  |
| Triotech Corporation           | Maintenance | \$287.85     |              | Monthly Phone Service  |
| Triotech Corporation           | Life Squad  | \$143.54     |              | Monthly Phone Service  |
| Triotech Corporation           | Water       | \$19.00      |              | Monthly Phone Service  |
| Triotech Corporation           | Sewer       | \$19.00      | \$855.93     | Monthly Phone Service  |
| Tyler Wepler                   | Fire        | \$169.00     | \$169.00     | Employee Reimbursement |
| Universal Background Screening | Police      | \$20.00      | \$20.00      | Background Check       |
|                                |             | \$104,773.35 | \$104,773.35 |                        |

## **Tree Commission**

January 25, 2024

**Attendees:** Sheri Luedtke, Elliot Tramer, Christine Manzey, Diane DeYonker, Steve Connelly Council Rep, Brian Petrell Village Rep, Michelle Tippie

Meeting was called to order at 19:34.

November 2023 minutes were unavailable so they will be approved at the February 2024 meeting.

### **Election of 2024 Commission Officers:**

Sheri Luedtke was nominated to continue as Chair of the Commission.

Amy Schultz was nominated to continue as Vice Chair.

Elliot Tramer moved to approve the nominations, Christine Manzey seconded.

Motion carried unanimously.

### **Old Business:**

**Tree Inventory:** Stephanie from ODNR has reviewed the amended tree planting design for Sandra Park and, while she is disappointed that a Disc Golf Course is being incorporated into the park, she has provided us with new requirements to protect the new trees. We will be required to install a 6 foot fence to protect the new trees from the discs and players. Because of the fence barrier we need to extend the mulch beds around the trees to prevent weed invasion since access will be limited by the fence. She suggested enlisting the Disc Golf group to assist with the additional mulching which would not have been necessary previously.

It is suggested that the Village use Woody Warehouse for future tree purchases.

All 2023 Street Trees have been planted in the following locations: Red Stag Whitehouse Meadows, Village Meadows, Steeplechase, and Saddle Bridge.

Trees have been trimmed along the Wabash Trail.

Removed 2 damaged Pear trees in Whitehouse Valley.

A resident on Heller has declined the planting of a Sweet Gum tree on their tree lawn.

Dianne Toffler's memorial tree was planted on the south side of the bike trail near Bucher Rd. and the stone has been placed.

**Forms & Docs:** None

**Facebook Ideas:** None

Congratulations goes out to our latest Tree Commission Academy graduates Diane DeYonker and Brian Petrell. Job well done!

**Tree Commission cont:**

**New Business:** Michelle Tippie will reach out to Craig Bauer of Ohio Compost to see if they would be willing to present the Spring Seminar this year.

Brian suggested we ask Stephanie from ODNR to do a Young Tree Training Seminar late this fall using the Sandra Park plantings as examples.

**Other Issues:** The Tree City and Growth Award packets were returned to the Village for correction by Stephanie at ODNR. Jill Gundy reviewed and update the applications. They have been resubmitted.

A motion to adjourn was made by Christine Manzey and seconded by Diane DeYonker at 20:17.

Respectfully submitted by

Michelle K. Tippie



WHITEHOUSE · OHIO

## ADMINISTRATION

Joshua Hartbarger  
DEPUTY ADMINISTRATOR, COO

MAYOR  
RICHARD BINGHAM

COUNCIL  
LOUANN ARTIAGA  
STEVE CONNELLY  
STEVE FINE  
DAVE RIGGENBACH  
CARRIE TUOHY  
LARRY YUNKER

2/1/2024

TO: Mayor and Council  
CC: Jordan Daugherty  
RE: Operations Report

All,

Attached you will find the February operations update. As always, if you have any questions, please don't hesitate to contact me.

### Administration

- Go-Gov: Go-Gov is a total branded "Whitehouse" app that can be downloaded from the iPhone or google store. This will streamline communication, zoning, permitting and packet distribution digitally. Both zoning and permitting are currently paper based.

### Police Department

- Annual Report will be released February 7<sup>th</sup>.
- January 2024 statistics (See attachment A)

### Fire Department

- CMS (Centers for Medicare and Medicaid Service) Audit starting.

### Public Service Department

- Water Tower Project: We are currently in the site review and plan review phase.
- Crews are working on Wabash Cannonball Trail maintenance.
- Lead Line Survey: Per EPA guidelines we will need to be compliant by October of 2024.

Respectfully,

*Joshua Hartbarger*

Joshua Hartbarger





# WHITEHOUSE POLICE DEPARTMENT

6925 PROVIDENCE STREET, P.O. BOX 2476

WHITEHOUSE, OHIO 43571

PHONE 419-877-9191

FAX 419-877-1014

ALLAN D. BAER, CLEE - CHIEF OF POLICE

BRADLEY A. BAKER - POLICE CAPTAIN

## AGENCY CORE VALUES

HONESTY - INTEGRITY - RESPECT - EXCELLENCE - PROFESSIONALISM

TO: Mayor Richard E. Bingham  
Village Council

02/06/2024

Subj: January 2024 Mayors/Council Report

See Attached:

- 1) Calls by Nature of Call- Summary
- 2) Citation by Offense- Summary
- 3) Incidents by Nature
- 4) Adult Arrests
- 5) Traffic Warnings: 16 (No documentation)

We are still in the process of creating summary reports in our new Record Management System.

I will also be forwarding each of you an electronic copy of the WPD 2023 Annual Report (83 page). If you wish to have a printed copy, please let me know and I will print you off a copy and provide it to you at the next council meeting.

Respectfully,

Allan D. Baer  
Chief of Police

*THE MISSION OF THE WHITEHOUSE POLICE DEPARTMENT IS TO ENHANCE THE QUALITY OF LIFE  
IN OUR COMMUNITY BY PROVIDING SUPERIOR POLICE SERVICES, IN PARTNERSHIP WITH CITIZENS,  
TO PREVENT CRIME AND TO ENSURE A SAFE ENVIRONMENT.*



# Whitehouse Police Department

ORINUM: OH0481200

## Calls by Nature of Call - Summary

Date: 01/31/2024

Page 1 of 1

### Selection Criteria

Calls Received Date From: 01/01/2024 Calls Received Date To: 01/31/2024 Nature of Call: All

| Nature Code | Nature Description       | Total Calls Received |
|-------------|--------------------------|----------------------|
| 12          | Burglary                 | 2                    |
| 78          | Alarm drop               | 5                    |
| 60          | Suspicious person        | 3                    |
| Unknown     |                          | 3                    |
| 9           | Investigate complaint    | 3                    |
| 11A         | Wants/Warrants check     | 1                    |
| 86          | Traffic offense          | 5                    |
| 10          | Assist other unit        | 3                    |
| 34          | Juvenile complaint       | 2                    |
| 18A         | Animal complaint         | 2                    |
| 17          | Meet in person           | 1                    |
| 76          | Mental                   | 1                    |
| C-2         | Check Safety             | 7                    |
| 24          | Drunk                    | 1                    |
| 72          | Threats or harassment    | 1                    |
| C-7         | Meet Complainant         | 6                    |
| 31          | Tow truck                | 1                    |
| C-9         | Parking Complaint        | 1                    |
| 36          | Theft                    | 2                    |
| 20          | Domestic complaint       | 1                    |
| C-8         | Assist Outside Agency    | 8                    |
| 82          | Disabled vehicle         | 1                    |
| 15F         | Felony warrant           | 1                    |
| 2           | Property damage accident | 1                    |
| 15          | Civil process            | 1                    |
| 19          | Contact by phone         | 1                    |
| C-3         | Disturbance              | 1                    |
| 64          | Vandalism                | 2                    |
| 38          | Missing person           | 1                    |
| C-10        | Utility Problem          | 1                    |
| 29B         | Fire department needed   | 2                    |
| 4           | Injury accident          | 1                    |
| 29          | Emergency squad needed   | 1                    |



# Whitehouse Police Department

ORINUM: OH0481200

## Citation by Offense - Summary

Date: 01/31/2024

Page 1 of 2

### Selection Criteria

From Date: 01/01/2024 To Date: 01/31/2024 Offense: All

| Offense Code | Description                                                     | Number of Citations |
|--------------|-----------------------------------------------------------------|---------------------|
| 337.04       | Taillights required 1 for Motor Vehicle and trailers            | 3                   |
| Offense Code | Description                                                     | Number of Citations |
| 333.03       | Speed                                                           | 19                  |
| Offense Code | Description                                                     | Number of Citations |
| 4513.05      | Tail Lights And Illumination Of Rear License Plate              | 1                   |
| Offense Code | Description                                                     | Number of Citations |
| 4503.12      | Registration Violation                                          | 1                   |
| Offense Code | Description                                                     | Number of Citations |
| 333.03a      | Assured Clear Distance Ahead                                    | 1                   |
| Offense Code | Description                                                     | Number of Citations |
| 4511.43A     | Failure To Stop/Yield At A Stop Sign                            | 3                   |
| Offense Code | Description                                                     | Number of Citations |
| 335.10a      | Expired Plates (Driven or Parked)                               | 2                   |
| Offense Code | Description                                                     | Number of Citations |
| 337.02a1     | Lighted Lights: Sunset to Sunrise                               | 1                   |
| Offense Code | Description                                                     | Number of Citations |
| 4511.43      | Stop Sign                                                       | 5                   |
| Offense Code | Description                                                     | Number of Citations |
| 331.34a      | Failure to Maintain Control of Motor Vehicle                    | 1                   |
| Offense Code | Description                                                     | Number of Citations |
| 4510.11      | Driving Under Susp/Rev                                          | 1                   |
| Offense Code | Description                                                     | Number of Citations |
| 337.03a      | Two Headlights Required                                         | 1                   |
| Offense Code | Description                                                     | Number of Citations |
| 4511.12      | Traffic Control Dev/Signs                                       | 1                   |
| Offense Code | Description                                                     | Number of Citations |
| 333.02a      | Willful or wanton disregard for safety on any street or highway | 1                   |
| Offense Code | Description                                                     | Number of Citations |
| 4511.13      | Traffic Control Lights                                          | 1                   |



# Whitehouse Police Department

ORINUM: OH0481200

## Citation by Offense - Summary

Date: 01/31/2024

Page 2 of 2

### Selection Criteria

From Date: 01/01/2024 To Date: 01/31/2024 Offense: All

|         |            |   |
|---------|------------|---|
| 4511.22 | Slow Speed | 1 |
|---------|------------|---|

Total Number of Citations:

43

| Incident Number | ORI Number | Report Date/Time | Incident Nature         |
|-----------------|------------|------------------|-------------------------|
| 24-000000004    | OH0481200  | 01/02/2024 15:30 | Theft                   |
| 24-WHP-00009    | OH0481200  | 01/03/2024 09:48 | Suspicious Person       |
| 24-000000005    | OH0481200  | 01/07/2024 00:47 | Threats/Traffic Offense |
| 24-WHP-00027    | OH0481200  | 01/08/2024 23:52 | Domestic                |
| 24-000000006    | OH0481200  | 01/06/2024 21:50 | Threats/Harassment      |
| 24-000000007    | OH0481200  | 01/14/2024 02:01 | Suspicious Vehicle      |
| 24-WHP-00047    | OH0481200  | 01/17/2024 08:30 | Criminal Damaging       |
| 24-WHP-00048    | OH0481200  | 01/17/2024 13:25 | Theft                   |
| 24-000000008    | OH0481200  | 01/20/2024 12:57 | Drugs/Narcotics         |
| 24-000000009    | OH0481200  | 01/24/2024 10:36 | Drugs/Narcotics         |
| 24-000000010    | OH0481200  | 01/24/2024 12:30 | Domestic                |
| 24-000000011    | OH0481200  | 01/30/2024 14:45 | Domestic                |

| Incident Number | ORI Number | Report Date/Time | Incident Nature/Arrestee | Arrestee L  | Arrestee F |
|-----------------|------------|------------------|--------------------------|-------------|------------|
| 24-WHP-00027    | OH0481200  | 01/08/2024 23:52 | Domestic                 | 1 Gay       | Kimberly   |
| 24-000000010    | OH0481200  | 01/24/2024 12:30 | Domestic                 | 1 SHINAVER  | ANGELA     |
| 24-WHP-00009    | OH0481200  | 01/03/2024 09:48 | Suspicious F             | 1 Luginbihl | Aubriana   |
| 24-000000007    | OH0481200  | 01/14/2024 02:01 | Suspicious \             | 1 Fisher    | Laurel     |

**Arrest Date/Time**

01/08/2024 22:58

01/24/2024 13:00

01/03/2024 09:48

01/14/2024 00:24

**February 6, 2024**

**01-16-24**      1.      December 31, 2023: Income Tax Collection = \$3,620,241.58  
Compared to last year = \$3,282,067.78 (10.3% increase)  
JEDD & JEDZ collections = \$2,876,131.02

1



2. **Tree Commission Urban Forestry Grant**-Whitehouse Applied for and was awarded a 10,000 matching grant to be used for the planting of trees. These trees will be planted at Sandra Park. The trees will be selected by the Tree Commission. Public Works Department will assist in the layout and planting. Planting will take place in fall 2023. Trees planted first week of October.

## **STREETS**

## **WATER**

**09-19-23**

1. **Elevated Storage Study** – Contracted with Poggemeyer Design Group to evaluate water distribution needs for future elevated water storage. In progress. Completed and reviewed.
2. **Field Avenue Water Main Improvements** – Upsize existing water main from 6” to 8”. Anticipate bid to be January 2023 – Out to bid – bid opening 2-3-23. Awarded to Kyle J. Sherman Excavating-\$200,216.00
3. **Industrial Parkway Water Main** – Renew with PVC – upsize from 8” to 10”. Anticipate bid to be January 2023. Out to bid – bid opening 2-3-23. Awarded to Kyle J. Sherman Excavating-\$265,358.00.
4. **Elevated Storage** – A new .5MG Water Tower is currently in the design engineering phase. Design engineer is Poggemeyer Design Group. Grant awarded for construction of new .5 MG Elevated Water Storage Tower - \$1,874,138.00

## **WASTE WATER**

**11-01-22**

1. **Sanitary Sewer Trunk Main** –Working with Jones & Henry Engineering on the installation of a sanitary sewer trunk main to be constructed to replace current force mains and sewage pumping stations which are nearing the end of their useful life and needing replaced. Wrapping up plans to submit to OEPA. Easement acquisitions underway. Awarded to Mark Shaffer’s Excavating & Trucking for \$2,486,185.00. Construction Spring 2021-Project started March 2021. Presently on hold-delay in material acquisition. Material acquired-construction has resumed. Cemetery Rd closing July 26<sup>th</sup> for 35 days. Cemetery Rd. & Wabash Cannonball Trail are open. Currently constructing final connections at Logan and Field Ave. All underground construction completed. Earth work & pavement restoration is underway. Final clean up completed. Awaiting project closeout.

## **STORM SEWER**

**09-19-23**

1. Staff working with Lucas County Engineer to move forward petition process for the maintenance of Swan Creek to include all of the Swan Creek Watershed west of I-475 in Lucas County. Petitions to be filed with Lucas County. Ditch petition hearing to begin Spring 2021. Petition Filed. First reading held 12-2-21. Approved by unanimous vote to continue with determining the need for ditch maintenance and costs. Expected to take 24 months to gather information.
2. **Decant Pad** – A decant pad will be constructed in 2023 utilizing ARPA funds. The decant pad will be constructed at the Public Work Facility and will be utilized

as a dewatering area for wet material waste. Estimated \$50,000.00. Pad is 80% completed.

## **SANITATION**

**02-07-23**

1. Established 2024 bulk drop off dates. The drop off dates will be January 6 & 13, March 22 & 23, June 21 & 22, September 27 & 28, 2024.

## **MISCELLANEOUS**

**01-16-24**

1. **Building Permits:** 9 new homes as of 12-31-23.

**10-17-23**

2. **Public Works:**
  1. Water Department
    - a. Valve Exercising
  2. Sewer Flushing & Manhole Evaluations
  3. Storm Water Inspections – Outfalls & Asst. Management
  4. Leaf pickup through December

## **Boards and Commissions**

- A. Board of Zoning Appeals
  1. Pending approval of September 6, 2023 meeting minutes
- B. Charter Revision Commission
  1. Pending approval of March 21, 2023 meeting minutes
- C. Fire Dependency Board
  1. Pending approval of January 18, 2023 meeting minutes
- D. Planning Commission
  1. Pending approval of September 18, 2023 meeting minutes
- E. Records Commission
  1. Pending approval of June 6, 2023, meeting minutes
  2. Pending 2023 Reorganization Meeting
  3. Pending Review of Records Set for Destruction in 2023
  4. Pending Review of Records Policies
- F. Tree Commission
  1. Pending approval of August 24, 2023 meeting minutes
  2. Pending Tree Inventory

## **Council Committee of the Whole**

- A. Economic Development
  1. Pending Monitoring of Economic Development Plan (ongoing)
- B. Finance, Audit & Investment
- C. Franchise, Lands & Buildings

D. Parks & Recreation

E. Public Services Committee

F. Personnel & Safety

G. General

1. Pending review of Council project list